



CHAPTER 33 (POST 9/11) GI BILL®

MODIFY TRANSFER OF EDUCATION BENEFITS (TEB)

How to Modify an Approved TEB Election

1. Log-into MilConnect.
2. Access the TEB election.
 - a. Under "I want to..." click the "Transfer my education benefits" button; or
 - b. From the toolbar, click "Benefits", then "Transfer of Education Benefits (TEB)".
3. Under sponsor information, review the "Transfer months available to allocate".
4. Beside of each individual with transferred benefits, review the "Months Used".
 - a. This data does not account for partial months of benefits used. The last Certificate of Eligibility (COE) sent from the VA when each person uses the benefit, will provide the most accurate amount of previous GI Bill® usage for each person.
5. Use steps 3 & 4 to calculate months available to transfer.
 - a. This does not account for benefits used by the Service Member under a separate GI Bill® program.
6. Click on the months allocated to each person and replace this with the new number.
 - a. Do not reduce each person's months to less than what they have previously used or revoke an election for anyone who has used benefits.
 - b. Recommendation: leave each person with at least 4 months of benefits to ensure future flexibility.
7. Click on "Submit Request".
8. Under sponsor information, click on "Approval Form" and save this document with your records.
 - a. Recommendation: store this form with other important documents that family members would receive in the event of your death (i.e. Last Will and Testament).

Trademark

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at <http://www.benefits.va.gov/gibill>.

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